

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, June 1, 2015

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Langdon, Keehan, Zelinski, Rollins-Jump, Benner, Nichols, Taylor, Krautkramer.

ALSO PRESENT: Mayor Merkes CA Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, ASD Steeno, PRD Tungate, PHD McKenney, LD Lenz, Clerk Galeazzi.

D. PUBLIC HEARING

1. [Proposed amendment of the City of Menasha Year 2030 Comprehensive Plan to rezone a parcel on Racine Road.](#)

CDD Keil gave a brief explanation of the rezoning of a parcel on Racine Road which requires an amendment to the City's Comprehensive Plan.

No one spoke.

Mayor Merkes closed the public hearing.

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

(five (5) minute time limit for each person)

Sandra Dabill-Taylor, 545 Broad Street, Menasha. Comments on public hearing notices versus public meeting notices; nuisance issues with businesses in 500-600 blocks of Broad Street.

Robert Smith, 1234 Appleton Street, Menasha. Contest annexation by City of parcel he owns.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. CDD Keil – Introduction of new Associate Planner, Kevin Englebert.

CDD Keil introduced Kevin Englebert as the new Associate Planner. AP Englebert stated he is looking forward to working for the City and with the Council.

2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:

- a. [Administration Committee, 05/18/15.](#)
- b. [Landmarks Commission, 05/12/15.](#)
- c. [NMFR Joint Finance & Personnel Committee, 05/26/15.](#)
- d. [Neenah-Menasha Sewerage Commission, 04/28/15.](#)
- e. [Plan Commission, 05/19/15.](#)
- f. [Redevelopment Authority, 05/05/15.](#)

Communications:

- g. [PC Styka, 5/26/15; Downtown Parking Control.](#)
- h. [PC Styka, 5/27/15; Now Open – Drug Drop.](#)
- i. [Fox Cities Chamber of Commerce & Industry and Fox Cities Regional Partnership, April 2015; Talent Upload Fox Cities Tour Event Report.](#)

Moved by Ald. Benner seconded by Ald. Keehan to receive Minutes and Communications A-I.
Motion carried on voice vote.

G. CONSENT AGENDA

(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action on the Consent Agenda. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)

Minutes to approve:

1. Common Council, 05/18/15.

Administration Committee, 05/18/15 – Recommends the Approval of:

2. Accept bid of Post Crescent Media as the official City newspaper, May 2015-May 2016.

3. Agreement with Spielbauer Fireworks Co., Inc. for fireworks programs on July 4, 2015 and July 4, 2016.

NMFR Joint Finance & Personnel Committee, 05/26/15 – Recommends the Approval of:

4. Approve the purchase of six dive suits, gloves and hood liners from Dive Rescue International for a cost not to exceed \$11,013.48.

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda items 1-4.

Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

None

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 05/21/15 to 05/28/15 in the amount of \$924,197.19.

Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll.

General discussion on expenditures.

Motion carried on roll call 8-0.

2. Beverage Operators License Applications for the 2013-2015 and 2015-2017 licensing period.

Moved by Ald. Nichols seconded by Ald. Keehan to approve beverage operator's license applications for the 2013-2015 and 2015-2017 licensing period as outlined in memo date 5/27/15.

Motion carried on roll call 8-0.

3. Liquor License Applications for 2015-2016 licensing year.

Moved by Ald. Taylor seconded by Ald. Zelinski to approve liquor license applications for 2015-2016 licensing year as listed in memo dated 5/28/15 except 5 O'Clock Somewhere RD LLC.

General discussion ensued on noise issues of licensed properties; inspection requirements for approving liquor licenses; ordinance violations.

The Council request a checklist of what each department (Health, Fire, Building) inspects for liquor license.

Motion carried on roll call 8-0.

4. Outdoor Alcohol Beverage Permit for 2015-2016 licensing year.

Moved by Ald. Taylor seconded by Ald. Langdon to approve outdoor alcohol beverage permit for the 2015-2016 licensing year as listed in memo date 5/28/15.

Motion carried on roll call 8-0.

5. Incorporation of a portion of lands comprising the Town of Menasha, Winnebago County, WI.

CA Captain explained the legal reasons the City of Menasha would want to be a party to the incorporation proceedings of the Town of Menasha.

Moved by Ald. Nichols seconded by Ald. Benner to approve City of Menasha becoming a party to the incorporation proceedings of the Town of Menasha.

General discussion ensued on boundary agreement between City and Town; impact to surrounding municipalities.

Motion carried on roll call 8-0.

6. [PC Styka, 5/26/15; Out of State Training Request.](#)

Moved by Ald. Taylor seconded by Ald. Langdon to approve Police Department's out of state training request.

General discussion ensued on type of training. Council requested an update from Code Enforcement Officer after the training.

Motion carried on roll call 8-0.

7. [Post-Employment Retirement Plan Precision Retirement Group \(Pelion Benefits, Inc.\).](#)

CA Captain explained the options available to City employees with Precision Retirement Group. It was recently discovered one option of the retirement plan was not in place. Documents need to be executed to offer both options to the employee.

Moved by Ald. Nichols seconded by Ald. Krautkramer to authorize execution of plan and other documents necessary for the Governmental 401(a) Special Pay Plan offered through Precision Retirement Group (Pelion Benefits, Inc.).

Motion carried on roll call 8-0.

J. RECESS TO ADMINISTRATION COMMITTEE

Moved by Ald. Benner seconded by Ald. Rollins-Jump to recess at 7:10 p.m.

Motion carried on voice vote.

Reconvene at 8:04 p.m.

K. ORDINANCES AND RESOLUTIONS

1. [O-11-15; An Ordinance Amending the City of Menasha Comprehensive Plan. \(Introduced by Mayor Merkes\) \(Recommended by the Plan Commission\).](#)

Moved by Ald. Benner seconded by Ald. Nichols to adopt O-11-15 An Ordinance Amending the City of Menasha Comprehensive Plan.

Motion carried on roll call 8-0.

2. [O-12-15; An Ordinance Amending Title 13 by Making Certain Changes to the District \(Racine Road, Parcel #4-00762-03\). \(Introduced by Mayor Merkes\) \(Recommended by the Plan Commission\).](#)

Moved by Ald. Benner seconded by Ald. Keehan to adopt O-12-15 An Ordinance Amending Title 13 by Making Certain Changes to the District. (Racine Road, Parcel #4-00762-03).

Moved by Ald. Benner seconded by Ald. Langdon to amend to add following, Section 3: The Ordinance shall become effective upon recording a landscape plan and landscape maintenance plan with the Winnebago County Register of Deeds Office.

Motion to amend carried on roll call 8-0.

Original motion as amended carried on roll call 8-0.

3. [O-13-15; An Ordinance Relating to the Annexation of Certain Property to the City of Menasha, Wisconsin \(Kwik Trip, Inc.\) \(Introduced by Mayor Merkes\) \(Recommended by the Plan Commission\).](#)

Moved by Ald. Benner seconded by Ald. Rollins-Jump to adopt O-13-15 An Ordinance Relating to the Annexation of Certain Property to the City of Menasha, Wisconsin (Kwik Trip, Inc.).

General discussion ensued on the parcels being annexed; annexation procedure; boundary agreement with Town of Menasha.

Motion carried on roll call 6-2.

Ald. Nichols, Langdon, Keehan, Zelinski, Rollins-Jump, Benner voted yes.

Ald. Taylor, Krautkramer voted no.

4. [R-18-15: A Resolution Relating to the Annexation of Territory Proposed for Incorporation as the Village of Fox Crossing. \(Introduced by Mayor Merkes\).](#)

CA Captain explained this resolution is an indication of the City's willingness to annex property but does not accomplish actual annexation of the territory. If this resolution is adopted it will be included with other documents to be filed with circuit court on the incorporation.

Moved by Ald. Zelinski seconded by Ald. Langdon to adopt R-18-15 A Resolution Relating to the Annexation of Territory Proposed for Incorporation as the Village of Fox Crossing.

Motion carried on roll call 8-0.

L. APPOINTMENTS

1. [Accept resignation of Ron Duuck from Police Commission.](#)

Moved by Ald. Taylor seconded by Ald. Langdon to accept resignation of Ron Duuck from Police Commission.

Motion carried on voice vote.

2. [Appointment of Francis S. Ebben, 821 Kelsey Brook Court, Menasha, to the Police Commission for the term of 6/1/15 – 5/1/17.](#)

Moved by Ald. Taylor seconded by Ald. Keehan to approve appointment of Francis S. Ebben to Police Commission.

Motion carried on voice vote.

M. HELD OVER BUSINESS

1. [Common Council Minutes, 05/04/15. \(Held 05/18/15\).](#)

Moved by Ald. Taylor seconded by Ald. Langdon to approve Common Council Minutes, 5/4/15.

Moved by Ald. Taylor seconded by Ald. Nichols to amend minutes to add Kathy Bauer, 709 Lincoln Street, under Public Comments on Any Matter Listed on the Agenda.

Motion to amend carried on voice vote.

Original motion as amended carried on voice vote.

N. CLAIMS AGAINST THE CITY

None

O. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

(five (5) minute time limit for each person)

Robert Smith, 1234 Appleton Street, Menasha. Disappointed on annexation decision.

P. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Krautkramer to adjourn at 8:47 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk